

# NEW JERSEY DIVISION OF PENSIONS AND BENEFITS TEACHERS' PENSION AND ANNUITY FUND

## EMPLOYER VERIFICATION OF LEAVE OF ABSENCE CHAPTER 198, P.L. 1989

Chapter 198, P.L. 1989 permits members of the Teachers' Pension and Annuity Fund (TPAF) on an approved leave of absence to serve as an officer of a local county or state labor organization which represents or is affiliated with an organization which represents teachers, to receive service credit in the TPAF for such service.

In order to properly collect pension contributions from the employee, either through the union or directly from the member, the Division of Pensions and Benefits must verify the employee is on an approved leave of absence.

**Please provide the information requested below and return it to:**

New Jersey Division of Pensions and Benefits  
TPAF Employer Verification - Chapter 198  
PO Box 295  
Trenton, New Jersey 08625-0295

**THIS FORM MUST BE FILED ANNUALLY AT THE  
BEGINNING OF EACH SCHOOL YEAR.**

Employee Name: \_\_\_\_\_  
*Last*
*First*
*MI*

Title: \_\_\_\_\_

Leave of Absence began: \_\_\_\_\_  
*Month*
*Date*
*Year*

Still on Leave of Absence: ☐ Yes ☐ No

New annual salary: \$ \_\_\_\_\_ Effective date: \_\_\_\_\_  
*(which would have been earned if on the active payroll)*
*Month*
*Date*
*Year*

Tentative date leave expires: \_\_\_\_\_  
*Month*
*Date*
*Year*

Employer Name: \_\_\_\_\_ Location #: \_\_\_\_\_

\_\_\_\_\_  
*Employer Certifying Officer Signature*

\_\_\_\_\_  
*Date*